New Highland Elementary

Site Base Decision Making Council Meeting

February 17, 2011

The New Highland Elementary Site Base Decision Making Council met on Thursday, February 17, 2011 at 2:40 pm in the MMD classroom.

Members present were: Stephanie Brown, Lana Mitchell, Christine Baldwin, Mark Thomas, Georgia Gordon, and Karen Drake

Members not present: Annette Burkhart and Gilbert Sutton

Visitor: Kristin Gani

**Old Business**:

The minutes from the last meeting dated January 13, 2011 were reviewed and discussed. Stephanie Brown made a motion to approve the minutes as read and Christine Baldwin 2nd the motion.

Georgia Gordon indicated she had talked to Mr. Duncan and the 5th grade trip has been cancelled for this year. Mr. Duncan will draft a letter indicating such in the near future.

**New Business**:

**CSIP:**

Kristin Gani provided CSIP implementation and impact checks to all members. Mrs, Gani indicated progress will continue to be monitored through various assessment tools as indicated. Christine Baldwin made a motion to accept the CSIP implementation and impact checks and Stephanie Brown 2nd the motion.

**Finances and Expenditures**

Financial Reports were reviewed. Items were discussed. Additional information was requested on the Schedule of Balances Form SA5-1 for future reports to indicate the total expenditures. A motion was made to approve the budget by Karen Drake, and Stephanie Brown 2nd the motion.

**SB1**

Mr. Thomas indicated Senate Bill 1 requires a Writing Policy for all schools. Megan McAlister facilitated the writing of the new policy and copies were passed out to the council. The policy has been reviewed by the District and all requirements of SB 1 have been met. Stephanie Brown made a motion to accept the Writing Policy as read and Christine Baldwin 2nd the motion.

**Staff Allocation**

Mr. Thomas also indicated the staff allocation for next year has decreased. New Highland will be losing one regular education teacher. This decrease has to do with lower student numbers this year. Lana Mitchell voted to accept the staff allocation as read and Christine Baldwin 2nd the motion.

**Parking Lot**

Mr. Thomas discussed the parking lot issue with the council. Plans are in place to change where the teacher park (in the back parking lot) so buses can line up there after school. The teachers will then park in the front of the building. Some of the parking area will be resurfaced and enlarged.

Mr. Thomas is asking all staff to complete a Needs List for new technology with a summary explaining why the item is needed. By doing this, monies can be allocation according to the greatest needs.

Committee adjourned at 3:22 pm. Next meeting scheduled for March 10 at 4:00 pm.

Respectfully Submitted,

Georgia Gordon, Secretary